

<p style="text-align: center;">Georgia State Board of Funeral Service Board Meeting Minutes September 8, 2015</p>

Public Hearing:

A public hearing was held at 10:00 a.m. for the purpose of allowing public comment on proposed amendments to Rule 250-6-.06, 250-6-.07, 250-6-.09 and 250-4-.02. No public comments were received by the Board during the hearing. At the conclusion of the public comment portion, Chairman Hightower declared the hearing closed, and the regular meeting of the Board was called back into Open Session at 10:20 a.m.

Adoption of Proposed Rules:

Motion made by Michael Fowler, seconded by Nancy Kennedy, and affirmatively voted by the Board that the formulation and adoption of the proposed amendment to Rule 250-6-.06 does not impose excessive regulatory costs on any licensee or entity, and any cost to comply with the proposed rule amendment could not be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-18-2; 43-18-23; 43-18-71; 43-18-72; and 43-18-75.

Motion made by Michael Fowler, seconded by Nancy Kennedy, and unanimously approved by the Board to adopt the following amendments to Rule 250-6-.06:

250-6-.06 Funeral Establishment Inspections; Fines.

(1) A representative of the Board shall regularly inspect establishments between the hours of 9:00 A.M. and 4:30 P.M., Monday through Friday, with the exception of State government-mandated holidays. Although the funeral director in full and continuous charge need not be present for the inspections, the establishment must be available during these hours for inspection. Upon finding a funeral establishment unavailable during an inspection attempt, the Board representative shall contact the establishment at the telephone number of record with the Board, or an alternative telephone number conspicuously posted at the establishment. If the establishment is not made available for an inspection by an establishment employee within sixty minutes of the telephone contact, or if telephone contact is unsuccessful, the Board representative shall issue a written warning notifying that an inspection attempt was made. Any funeral establishment not inspected during a calendar year may have the establishment license suspended, revoked, or put on probation, or fines may be imposed by the Board.

(2) Any violation under this section shall be deemed a violation of minimum standards and threat to the health, safety, and welfare of the public. A funeral establishment licensed by the Board shall be required to pay a fine to the Board for each violation of this section. At the time of inspection, a citation shall be issued by an inspector or representative of the Board which shall list each violation. Following the issuance of the citation, the licensee shall either remit the amount of the fine to the Board or submit a written request for an appearance before the Board. A request for an appearance before the Board must be received by the Board within thirty (30) days after issuance of the citation. Failure to either pay the fine or request an appearance before the Board within thirty (30) days from the issuance of the citation shall cause further disciplinary proceedings to be instituted against the

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licensee. The requirements for inspections and the fines for violations under this section are as follows:

- (a) All outside openings must be screened where left open for ventilation. The fine for a violation of this subsection shall be \$50.00.
- (b) All embalming rooms shall be equipped with the following:
 - 1. hot and cold running water; the fine for a violation under this subsection shall be \$200.00.
 - 2. non-absorbent sanitary floor and walls; the fine for a violation under this subsection shall be \$200.00.
 - 3. permanently installed ventilation; the fine for a violation under this subsection shall be \$200.00.
 - 4. a non-absorbent preparation table; the fine for a violation of this subsection shall be \$200.00.
 - 5. a sink with drain opening and non porous sanitary cover into a sewerage or septic tank; the fine for a violation under this subsection shall be \$200.00.
- (c) In addition each embalming room shall be equipped with a separate sink for disinfecting of hands and instruments. The fine for a violation under this subsection shall be \$50.00.
- (d) Each embalming room, including all instruments and tables, shall be kept in a sanitary and clean condition at all times. The fine for a violation of this subsection shall be \$200.00.
- (e) Each embalming room shall contain instruments and supplies for the separation and embalming of dead bodies. Instruments and equipment must consist of the following:
 - 1. at least one scalpel; the fine for a violation of this subsection shall be \$50.00.
 - 2. at least two aneurysm needles; the fine for a violation of this subsection shall be \$50.00.
 - 3. at least two canulas; the fine for a violation of this subsection shall be \$50.00.
 - 4. embalming machine, or gravity bottle or bulb or hand pump; the fine for a violation of this subsection shall be \$50.00.
 - 5. 24 bottles arterial fluid and 24 bottles cavity fluid; the fine for a violation of this subsection shall be \$50.00.
 - 6. suture; the fine for a violation of this subsection shall be \$50.00.
 - 7. 1 suture needle; the fine for a violation of this subsection shall be \$50.00.
 - 8. trocar; the fine for a violation of this subsection shall be \$50.00.
 - 9. hydro aspirator or electric aspirator; the fine for a violation of this subsection shall be \$50.00.
 - 10. a permanently installed back flow preventer for the hydro aspirator; the fine for a violation of this subsection shall be \$50.00.
- (f) The embalming room of an establishment shall be used only for the purpose of embalming of dead human bodies. The fine for a violation of this subsection shall be \$200.00.
- (g) An establishment must maintain on the premises a display room containing actual adult caskets, or models, mockups, or sections of caskets if all such caskets are available and in stock for purchase at the establishment or can be delivered within 24 hours. Each funeral establishment shall maintain on the premises at each of its locations an adequate stock of funeral caskets which shall not be less than eight and which shall meet such other criteria as necessary to protect the public; The fine for a violation under this subsection shall be \$100.00 per casket short of the minimum.
- (h) Seating for at least 30 persons shall be maintained in the room where funeral services are conducted in the establishment. The fine for a violation under this subsection shall be \$100.00.
- (i) One operable motor hearse and/or combination hearse/ambulance with current Georgia registration for the transportation of casketed human remains which must be maintained at each establishment. The fine for a violation under this subsection shall be \$100.00.
- (j) One church truck. The fine for a violation of this subsection shall be \$50.00.

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(k) A funeral establishment shall not be located in the same facility as public cafes, restaurants or any place where food is prepared and sold for public consumption. The fine for a violation of this subsection shall be \$500.00.

(l) A funeral establishment whose funeral director resides in the funeral establishment in order to satisfy the requirements of funeral director in full and continuous charge must include in his or her living quarters furnished sleeping quarters, cooking, refrigerating, and bathing facilities. The fine for a violation of this subsection shall be \$200.00.

(m) An establishment must have at least one sanitary rest room facility. The fine for a violation of this subsection shall be \$200.00.

(n) A new establishment must submit proof of having met zoning requirements and public health standards of its local municipalities.

(o) An establishment must be maintained in a state of clean, sound, safe, and acceptable repair and condition at all times.

(p) A funeral home shall have a card or brochure in each casket stating the price of the casket. When the client has decided on the type of service desired, the funeral director must provide, at the time such arrangements are completed and prior to the time of rendering the service or providing the merchandise, a written statement that has been signed and certified by a licensed funeral director showing:

1. The price of the service that the person or persons has selected and what is included therein;
2. the price of each of the supplemental items of service and merchandise requested;
3. the amount involved for each of the items for which the funeral home will advance monies as an accommodation to the family.

(i) The fine for failure to comply fully with the requirements of this subsection shall be \$200.00.

(q) A current biennial renewal license for the establishment, embalmer, funeral director and any apprentices must be conspicuously displayed. The FDFCC for each funeral establishment and/or crematory establishment shall conspicuously display his/her name and current active license in all designated arrangement offices.

(r) For purposes of identification of the body or remains of a deceased person for tagging purposes as required by OCGA 43-18-8, tags and/or labels must be attached to the deceased human body in the funeral establishment at the time the body is dressed and/or placed in the casket and/or shipping container, or prior to leaving the funeral establishment to go to the crematory. The fine for failure to comply fully with the requirements of this subsection shall be \$100 per occurrence.

Motion made by Michael Fowler, seconded by Tom Lord, and affirmatively voted by the Board that the formulation and adoption of the proposed amendment to Rule 250-6-.07 does not impose excessive regulatory costs on any licensee or entity and any cost to comply with the proposed rule amendment could not be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-18-2; 43-18-23; 43-18-71; 43-18-72; and 43-18-75.

Motion made by Michael Fowler, seconded by Tom Lord, and unanimously approved by the Board to adopt the following amendments to Rule 250-6-.07:

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250-6-.07 Crematory Inspections. Amended

(1) A representative of the Board shall regularly inspect crematories no less frequently than annually between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday. Although the funeral director in full and continuous charge need not be present for the inspection, the crematory must be open during these hours for inspection. Requirements of inspections are as follows:

- (a) A room, with seating for at least 30 persons, where funeral services are conducted in the crematory.
- (b) A display room containing an adequate supply of urns;
- (c) One operable motor hearse with current Georgia registration for the transportation of human remains which must be either owned or leased by said firm;
- (d) At least one operable retort for cremation;
- (e) At least one operable processing station for grinding of cremated remains;
- (f) At least one church truck; and
- (g) A current license for the crematory and funeral director, which must be conspicuously displayed.
- (h) The provisions of paragraphs (a), (b), and (f) of this Rule shall not apply to crematories which provide cremation services only to other funeral establishments.
- (i) The Funeral Director in Full and Continuous Charge for each crematory shall conspicuously display his/her name and current active license in all designated arrangement rooms.

(2) A representative of the Board shall be authorized to obtain information on the retort used by the establishment for cremations. Such information shall include, but not be limited to:

- (a) Make and model of the retort;
- (b) Manufacturer's name;
- (c) Year installed;
- (d) Date of most recent manufacturer's inspection;
- (e) Copy of most recent inspection report from manufacturer;
- (f) Documentation regarding necessary repairs to the retort.

(3) The Board shall require crematories to have annual inspections of the retort by the manufacturer or other authorized crematory repair company to ensure proper operations. The Funeral Director in Full and Continuous Charge shall notify the Board within 5 (five) days of the inspection of a less than satisfactory report by presenting the Board with a copy of the inspection report. The Board shall require crematories to make necessary repairs to the retort immediately, not to exceed 30 days without approval by the Board. Any crematory that does not make the necessary repairs noted on the manufacturer's inspection within the time allowed by the Board shall be subject to immediate suspension of licensure until the Board is satisfied that proper repairs have been made.

(4) The Board shall require the Funeral Director in Full and Continuous Charge to be certified as crematory operator from a course approved by the Board.

(5) The vessel containing cremated remains is not required to have the identification tag removed from the deceased body if there is potential for hazardous medical waste contamination or known communicable disease. In such cases where the identification tag is not placed atop the cremated remains on the inside of the vessel and any liner therein, a stainless steel identification disk that is stamped with the name of the crematory and a unique number from a sequential series may be used.

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AUTHORITY: O.C.G.A. §§ 43-1-19; 43-1-25; 43-18-2; 43-18-23; 43-18-46; 43-18-71; 43-18-72; 43-18-75; and 43-18-76.

Motion made by Michael Fowler, seconded by Tom Lord, and affirmatively voted by the Board that the formulation and adoption of the proposed amendment to Rule 250-6-.09 does not impose excessive regulatory costs on any licensee or entity and any cost to comply with the proposed rule amendment could not be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-18-2; 43-18-23; 43-18-71; 43-18-72; and 43-18-75.

Motion made by Michael Fowler, seconded by Tom Lord, and unanimously approved by the Board to adopt the following amendments to Rule 250-6-.09:

250-6-.09 Responsibilities of the Funeral Director in Full & Continuous Charge

(1) The Funeral Director in Full & Continuous Charge shall:

- (a) Ensure that the establishment is licensed properly with the Board and maintains the license in active status at all times, as required by OCGA §§ 43-18-5(a), 43-18-46(25), & 43-18-73.
- (b) Ensure that the funeral establishment complies with the provisions of OCGA § 43-18-70 and Rule 250-6-.06.
- (c) Ensure that the crematory complies with the provisions of OCGA § 43-18-72 and Rule 250-6-.07.
- (d) Ensure that every individual who will serve as embalmer, director, or apprentice is licensed properly with the Board and maintains the appropriate license at all times while they are in the employ of the establishment, as required by OCGA §§ 43-18-5(a) & 43-18-46(18), (25).
- (e) Ensure that no one employed by or representing the establishment gives or contracts to give any person or business entity anything of value to induce such person or entity to persuade someone to use the services of the establishment or any embalmer or director employed by the establishment. Such practice is prohibited by OCGA §§ 43-18-5(d) & 43-18-46(7).
- (f) Ensure that no one employed by or representing the establishment accepts anything of value to influence, persuade, or suggest to family members as to where a body should or should not be buried. Such practice is prohibited by OCGA § 43-18-5(e).
- (g) Ensure that all deceased human bodies are released to the legally authorized person upon request of that person, in accordance with OCGA §§ 43-18-5(f) & 43-18-46(16).
- (h) Ensure that every deceased body serviced by the establishment is properly tagged prior to interment or cremation and that all cremated remains are labeled in accordance with the provisions of OCGA § 43-18-8(a).
- (i) Ensure that the certificate of cremation is completed with notarized signature and presented to the legally authorized person at the time of delivery or release, in accordance with OCGA § 43-18-8(b).
- (j) Ensure that the licenses or wall certificates issued by the Board to the establishment and all licensed people employed by the establishment are posted in a conspicuous place in the establishment, as required by OCGA § 43-18-44.

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- (k) Ensure that the name of the proper embalmer and funeral director is listed on all death certificates. If the name of the embalmer and/or funeral director is signed on the death certificate, it must be the actual signature of the person, in accordance with OCGA § 43-18-46(4), (9).
- (l) Ensure that charges for merchandise and services rendered are in compliance with the General Price List, casket price list, outer burial container list, or the funeral services contract price list, as required by 16CFR453.2 & OCGA § 43-18-46(17).
- (m) Ensure that the General Price List is provided upon request, regardless of the reason for the request, as required by 16CFR453.2.
- (n) Ensure that a written, signed contract is provided to every customer upon completion of the contract negotiation and is available at the establishment for a period of 3 years.
- (o) Ensure compliance with the terms of the funeral services contract, as required by OCGA § 43-18-46(12).
- (p) Ensure that all statements made regarding services, merchandise, and legal requirements are accurate, in accordance with OCGA § 43-18-46(11), (23). The FDFCC must ensure that all employees are educated regarding services, merchandise, and legal requirements so as to provide accurate information and to avoid misleading the public.
- (q) Safeguard the decedent's dignity, right to privacy, or right to confidentiality, unless compelled by law to do otherwise, in accordance with OCGA § 43-18-46(13).
- (r) Ensure that assigned benefits in excess of the charges incurred are remitted to the assignee of the deceased within 10 working days of the receipt of the assigned funds, as required by OCGA § 43-18-46(15), (26).
- (s) Ensure that the establishment refrains from involvement in burial societies, burial associations, burial certificate plans, or burial membership plans, which are prohibited by OCGA § 43-18-46(19).
- (t) Ensure that all employees and agents of the establishment refrain from soliciting as defined in OCGA § 43-18-1(21). Soliciting is prohibited by OCGA § 43-18-46(20).
- (u) Ensure that all apprenticeship service reports and affidavits of embalming and directing for apprentices of the establishment are accurate and signed by the appropriate supervisor(s), in accordance with OCGA §§ 43-18-46(21) & 43-18-52.
- (v) Ensure that apprentices of the establishment work under the direct supervision of the supervisor(s) on record with the Board, in accordance with OCGA § 43-18-50. It is mandatory that the FDFCC ensure that any changes in the supervision of apprentices are reported on the application provided by the Board and are approved by the Board prior to the apprentices working under the new supervisor(s).
- (w) Ensure that the Board is notified upon the termination of an apprentice employed by the establishment.
- (x) Ensure that the establishment complies with all federal, state, and local regulations as listed in OCGA § 43-18-46(22).
- (y) Ensure that discrimination, as described in OCGA § 43-18-46(24), is not tolerated in the establishment.
- (z) Ensure that all personal properties obtained from dead human remains are safeguarded and disposed of as directed by the legally authorized person, in accordance with OCGA § 43-18-46(25).
- (aa) Ensure that all employees of the establishment conduct themselves in a professional, moral, ethical manner, and report any misconduct to the Board promptly with an explanation of any disciplinary action taken, as required by OCGA § 43-18-46(14), (27).

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(bb) Ensure that the prohibition of activities by a funeral director who is also a coroner or minister, found in OCGA § 43-18-46(28), is adhered to by employees of the establishment with such dual roles.

(cc) Ensure that all embalmers and funeral directors employed by the establishment comply with the provisions of OCGA § 43-18-55 and 43-18-56, regarding continuing education.

(dd) Ensure that the FDFCC complies with the responsibilities detailed in OCGA § 43-18-71 by assuming full responsibility for the supervision and operation of the funeral establishment, acting as FDFCC only for the establishment for which the FDFCC was approved, and spending a minimum of 40 hours per week in the employ and operation of the establishment and being accessible and available to the community. The FDFCC for each funeral establishment and/or crematory establishment shall conspicuously display his/her name and current active license in all designated arrangement offices.

(ee) Ensure that the Board is notified within 5 days of the FDFCC's separation from the establishment, as required by OCGA § 43-18-71(b).

(ff) Ensure that the Board is notified within 15 days prior to a change of ownership in the establishment, as required by OCGA § 43-18-73(b).

(gg) Ensure that the Board is notified within 5 days of the destruction of the establishment by fire, flood, or other natural cause, in accordance with OCGA § 43-18-

78. If the establishment wishes to operate from a temporary location, the FDFCC must ensure that a letter requesting a 90-day grace period is submitted to the Board. The FDFCC will be responsible to update the Board within 90 days on the status of rebuilding efforts and to request subsequent 90-day grace periods if necessary to continue operating from the temporary site approved by the Board.

(hh) Ensure that the establishment is made available for inspection by representatives of the Professional Licensing Boards Division, as required by OCGA § 43-18-75(a) & Rule 250-6-.06.

(ii) Ensure that violations found by inspectors are corrected promptly and fines levied resulting from violations are paid or appealed to the Board in writing within 30 days as stated on the citation report.

(jj) Ensure that cremated remains are disposed of in accordance with the provisions of OCGA § 43-18-80.

(kk) Notify the Board within 5 days of an inspection by the manufacturer or authorized crematory repair company indicating less than satisfactory results, and ensure that necessary repairs are made immediately, not to exceed 30 days without approval by the Board.

(2) Revocation of funeral director in full and continuous charge appointment may be considered for any funeral establishment violation(s), especially repeat and/or habitual violations.

AUTHORITY: O.C.G.A. §§ 43-1-19; 43-1-25; 43-18-1; 43-18-2; 43-18-23; 43-18-44; 43-18-46; 43-18-70; 43-18-71; and 43-18-72.

Motion made by Michael Fowler, seconded by Tom Lord, and affirmatively voted by the Board that the formulation and adoption of the proposed amendment to Rule 250-4-.02 does not impose excessive regulatory costs on any licensee or entity and any cost to comply with the proposed rule amendment could not be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-18-2; 43-18-23; 43-18-71; 43-18-72; and 43-18-75.

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Motion made by Michael Fowler, seconded by Tom Lord, and unanimously approved by the Board to adopt the following amendments to Rule 250-4-.02:

250-4-.02 Registration. Amended.

(1) An apprentice must be currently registered with the Board in order to receive credit for time served as an apprentice. An applicant for registration as a funeral service apprentice must:

(a) Be at least 18 years of age;

(b) Be a high school graduate or holder of a General Education Development (GED) certification of high school equivalency;

(c) An applicant must file an application on a form available from the Board; this application must be verified by oath and be accompanied by the registration fee. This application shall ask questions regarding the applicant's conviction of a felony or misdemeanor and violations or sentences under the First Offender Act.

(d) An applicant must designate the specific funeral director and/ or embalmer under whom he/she will be apprenticing. Such supervisor must be approved by the Board as specified in Rule 250-4-.05.

(e) An applicant must designate the specific establishment in the state of Georgia at which he/she will be apprenticing. Such establishment must be approved by the Board as specified in Rule 250-4-.05 and must have conducted an average of at least 30 funerals per year over the preceding five years.

(f) An application for registration shall be viewed only after it is complete. An application must be completed at least 40 15 business working days prior to a Board meeting, and the Board's acceptance or rejection of each application shall be accept or reject each application by majority vote of the entire Board.

AUTHORITY: O.C.G.A. §§ 43-1-19; 43-1-25; 43-18-23; 43-18-50; 43-18-51; and 43-18-54.

Public Hearing:

A public hearing was held by the Georgia Board of Funeral Service on September 8, 2015, for the purpose of providing a licensee the opportunity to appeal a fine assessed for inspection violations. The hearing was held at the office of the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia. The Board Chair, Bryant Hightower, called the hearing to order at 10:20 a.m. A quorum was established with members present: Chair Bryant Hightower, Tom Lord, Joe Westbury, Nancy Kennedy, David Roach, and Michael Fowler.

At the conclusion of the hearing, the Board rendered the following decision on the case presented:

Airport Mortuary: Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to uphold the fine for not meeting casket pricing requirements. **Total fine assessed: \$200.00**

The Chairman declared the hearing closed at 11:16 a.m.

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A meeting of the Georgia State Board of Funeral Service was held on Tuesday, September 8, 2015 at the Professional Licensing Boards office, 237 Coliseum Drive, Macon, Georgia. Chair, Bryant Hightower called the meeting to order at 11:16 a.m.

A quorum was established with members present: Bryant Hightower, Chair; Tom Lord, Joe Westbury, Nancy Kennedy, David Roach, and Michael Fowler.

Others present: La Trena Tyler-Jones, Executive Director; Sandra Barboza, Board Support Specialist; Carla Murray, Licensing Analyst; Amantha Lovett, Licensing Analyst; Reagan Dean, Assistant Attorney General.

Executive Session:

Motion made by Nancy Kennedy, seconded by Tom Lord, and unanimously approved by the Board to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public meeting.

Appointments

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to approve the following applications for a change of Funeral Director in Full & Continuous Charge:

- 2578400 Mayes Ward-Dobbins Funeral Home– **Joshua Chad Pendley**
- 2576040 Willie A Watkins Funeral Home - Riverdale Chapel
– **Zakiyah Ameenah Muhammad**
- 2572266 D T Brown Memorial LLC – **Makeba Cherisee Bradshaw**
- 2574115 Brunswick Memorial Park Funeral Home - **Bradley Lanier Whiddon, Jr**
- 2486982 James R Barnes Mortuary- **LaToya Michelle Kelly-Murray**

Motion made by Michael Fowler, seconded by Nancy Kennedy, and approved by the Board to refer the following application for reinstatement as a Funeral Director and Embalmer to the Attorney General's office to be licensed by consent order as follows: 10 years' probation with public consent order; applicant cannot serve as Funeral Director in Full & Continuous Charge, must complete continuing education in a face-to-face setting, cannot handle any preneed funds, must complete an approved ethics class, and allow Board Member Michael Fowler to be applicant's mentor:

- B J M

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to refer the following application for reinstatement as a Funeral Director and Embalmer to the Attorney General's office to be licensed by consent order as follows: 10 years' probation with public consent

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order; applicant's employer must submit quarterly statement of applicant's job performance to the board, must notify the board of any change in employment with 24 hours, must complete continuing education in a face-to-face setting.

- N C III

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to uphold the previous denial of the following application for Funeral Director/Embalmer by Endorsement/Reciprocity:

- L M N

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to approve the application for name change of a Funeral Establishment:

- 2574992 Ivie Crematory

Applications:

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to approve the following applications for a change of Funeral Director in Full & Continuous Charge:

- 2574117 Joseph W Jones Funeral Home LLC - **Joseph W Jones**
- 2576039 Watkins Funeral Home - **Willie A Watkins**

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to approve the following application for reinstatement as a Funeral Director/Embalmer pending passing exam covering laws and rules:

- 2579348 & 2579349 Lonnie D McGee, Jr

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to deny the following application for Reciprocity/Endorsement as a Funeral Director and Embalmer:

- B K L

Motion made by Michael Fowler, seconded by Nancy Kennedy, and the Board voted to accept the Cognizant's recommendation on the following case:

FUN150112	Close, with letter of concern to New Funeral Director in Full & Continuous Charge and Owner.
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Approval of Minutes:

Joe Westbury moved, Michael Fowler seconded, and the Board voted to approve the Official Minutes from the August 11, 2015 meeting.

Joe Westbury moved, Michael Fowler, and the Board voted to approve the Executive Session minutes from the August 11, 2015 meeting.

Joe Westbury moved, Tom Lord seconded, and the Board voted to ratify the following licenses issued since the August 11, 2015 Board meeting:

License No	Licensee	Profession
EMB005018	Thompson-Harris, Nykeya Tawanna	Funeral Service
EMB005019	Miller-Moats, Melinda Sue	Funeral Service
EMB005020	Lockhart, Justina Rae	Funeral Service
EMB005021	Carter, Joshua Allen	Funeral Service
FD005417	Thompson-Harris, Nykeya Tawanna	Funeral Service
FD005418	Miller-Moats, Melinda Sue	Funeral Service
FD005419	Lockhart, Justina Rae	Funeral Service
FD005420	Carter, Joshua Allen	Funeral Service
FEST001937	Memorial Funeral Home LLC	Funeral Service
FEST001938	CJ Edwards Funeral Home	Funeral Service
FEST001939	Speer-Shelton Funeral Directors	Funeral Service
FSA005876	McBride, Antonio	Funeral Service
FSA005877	Upshaw, Earnest Roy	Funeral Service
FSA005878	Harrelson, Cameron Jay	Funeral Service
FSA005879	Buffington, Eric L	Funeral Service
FSA005880	Franks, Deonna Dawn	Funeral Service
FSA005881	Burkhalter, Whitney Grey	Funeral Service
FSA005882	Turner, Matthew James	Funeral Service
FSA005883	Purvis, Margaret Mitchell	Funeral Service
FSA005884	Laster, Bianca Nicole	Funeral Service
FSA005885	McCay, Victoria Ashlea	Funeral Service
FSA005886	Evans, James Johnathan	Funeral Service

Motion made by Joe Westbury, seconded by Nancy Kennedy, and the Board voted to accept the Continuing Education Committee recommendations on the following continuing education courses:

NFDA - Jackie Lindberg	NFDA Business Conference	NFDA - Jackie Lindberg
IFDG - Christie Carpenter	Exhibiting Forum	IFDG - Christie Carpenter
	Third Party Cremation Liability	
	What Every Funeral Director Should Know About Organ & Tissue Donation	

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	Competing in a Rapidly Changing Cremation Environment	
	Veterans Administration and Georgia Guidelines	
	IFDG General Membership Meeting	
	What's Your Strong Suit	
	The Human Side of Ethics	
	Exhibits	
Michael Fowler	Entering Death Certificates into Gavers Organ and Tissue Donations	Michael Fowler

Motion made by Tom Lord, seconded by Joe Westbury, and the Board voted to approve the following orders to accept fine money for inspection violations:

Hunter-Allen-Myhand Funeral Home Inc.	\$100	LaGrange
Williams Funeral Home of Eatonton	\$300	Eatonton
Royal Funeral Home	\$50	Jesup
Frye Funeral Home	\$200	Nahunta
Southview Mortuary Inc.	\$250	Adel
Jacobs Funeral Home	\$100	Blackshear
Prestige Mortuary	\$500	Tifton
South Georgia Crematory	\$50	Tifton

Other Business:

Motion made by Michael Fowler, seconded by Joe Westbury, and the Board voted to approve the following requests for a 90-day grace period:

- FEST001209 McMullen Funeral Home
- FEST001828 Burden & Worthy Funeral Home
- FEST000269 McLean-Litman Funeral Home
- FEST000112 Dawson's Mortuary Inc
- FEST001935 Hall & Hall Funeral Home Of Albany, LLC
- FEST001907 Davis & Watkins Professional Funeral Services

There being no further business, the meeting adjourned at 4:08 p.m.

The Georgia State Board of Funeral Service's next meeting will be held Tuesday, October 13, 2015, at 10:00 a.m. at the Professional Licensing Boards Office, 237 Coliseum Drive, Macon, Georgia.